

**CONFIDENTIAL**  
(CLASSIFICATION)

EE-63-8177 ✓

**OFFICE OF THE DIRECTOR**Action Memorandum No. A-304Date 24 October 1963A  
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TO : Deputy Director/Support

SUBJECT : CIA Training Selection Board

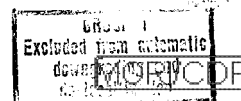
REFERENCE:

1. Will you take forthwith the necessary action to establish a permanent CIA Training Selection Board. This Board will have the final authority to recommend to the Deputy Director of Central Intelligence and the Director of Central Intelligence those candidates selected for training with particular reference to external training at the senior war colleges, the State Department Senior Seminar in Foreign Policy and such other programs as the Advanced Management School at Harvard. While this will be the first priority for this Board, it should eventually become the vehicle used for approval of major Agency training programs.

2. Inasmuch as the primary responsibility for training rests with the Director of Training and the DCI has recently reiterated his policy of desiring that the Director of Training have cognizance and general supervision over all Agency training, the Director of Training should chair the CIA Selection Board. The Director of Personnel or his Deputy and a representative from the Comptroller's office should also be members of the Board. There should be representatives on the Board from each of the four Directorates.

3. It will be a requirement that members of the Board will have sufficient time available to devote several weeks each year to its activities; e. g., when selections are made for the senior service schools, Board members will be required to devote full time to studying the backgrounds and records of all candidates, and the Board will, as a body, have

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meaningful interviews with each of the candidates. Further, the Board will be responsible for appropriate follow-through with the nominating components in the event that the Board feels training other than that recommended would be more appropriate for the individual.

(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick  
Executive Director

LBK:drm

Distribution:

Original and 1 - Addressee - *by hand*

1 - ER

① - ExDir

(Note: See Eyes Only Memo to DD/S  
this date)

*and by DD/S (proposed Notice)  
and approved by Exec. Dir.*